March 15, 2020

Dear University Community,

During these times of uncertainty, please know that my colleagues and I need our community to understand three important commitments:

First, the University is committed both to making sure our students continue to make regular progress toward earning their degrees and to caring for our University employees, which includes recognizing that well-being includes predictable paychecks.

Second, the University is following <u>CDC guidelines</u> regarding workplace safety. Anyone with symptoms or a concern for their own health should stay home. The University will work with division leaders to make decisions on remote and office-based accommodations. Please be patient while we work through those details.

Third, in order to most efficiently manage operations during the COVID-19 pandemic, I have formed a management team to evaluate the important issues and decisions facing the University. Led by Eric Hartman, the group also includes Neil Alexander, Nancy Berner, Marichal Gentry, Nicole Noffsinger-Frazier, Parker Oliver, Terry Papillon, Lucy Singer, Doug Williams, and Mary Wilson.

This team will form smaller working teams to address specific topics, keeping in mind the two most important issues: ensuring the health and well-being of our students and community, and maintaining the continuity of instruction. These working teams are:

- School of Theology led by Neil Alexander
- College academics led by Terry Papillon
- College student services led by Marichal Gentry and Nicole Noffsinger-Frazier
- Employment and compliance issues led by Nancy Berner, Lucy Singer, Mary Wilson
- Financial and University Advancement issues led by Doug Williams and Jay Fisher
- Community led by Eric Hartman
- Communication led by Parker Oliver

Communication from this group will be frequent and will be delivered to the University community via email and on the <u>University's website</u>.

If you have questions for this group, please email the members at <u>covid@sewanee.edu</u>.

We will get through this period of uncertainty by working together with kindness, grace, and patience. I value each and every one of you and know you will do everything in your power for Sewanee, our students, and our community.

Sincerely,

John McCardell